

SECRET

OKC-0234-60

13 January 1960

MEMORANDUM FOR: [REDACTED]

SUBJECT : Letter of Instruction

1. While it is extremely difficult to furnish you with a set of specific instructions regarding the scope of your responsibilities in the planned construction at [REDACTED] there are one or two guidelines which you may find useful. They are these:

- A. You will proceed from Washington, D.C. to [REDACTED] on or about 21 January 1960 and assume the duties of Resident Engineer for the design and construction of facilities at the [REDACTED] Base. You will work under the direction of the Chief, Material Branch, DPD and report directly to the Chief, Material Branch or the Deputy Chief, Material Branch. I would like weekly progress reports and monthly cost reports to be submitted to reach this office not later than Monday of the following week and the 10th of the following month.
- B. I shall entrust you the authority to design and construct facilities as approved by Headquarters that will meet the requirements. These facilities are to be workable and comfortable, but, not elaborate.
- C. On this assignment be assured that you have my endorsement and delegation necessary for you to bring this facility to a successful completion with limited funds approved. I ask your complete cooperation in making this venture as successful as time and funds will permit.

[REDACTED]
Chief, Material Branch
DPD-DD/P

CONCURRENCE:

WILLIAM BERRY
Colonel, USAF
Acting Chief, DPD-DD/P

DOCUMENT NO. 103
NO CHANGE IN CLASS. ☒
DECLASSIFIED
CLASS. CHANGED TO: TS S C
NEXT REVIEW DATE: 2012

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